



Anthony A. Williams
Mayor

OFFICE OF LOCAL BUSINESS DEVELOPMENT

RECERTIFICATION APPLICATION

- ☐ **Disadvantaged Business Enterprise**
- ☐ **Local Business Enterprise**
- ☐ **Small Business Enterprise**
- ☐ **Enterprise Zone**
- ☐ **Resident Business Ownership**

Business Enterprise	
Address	
City, State, Zip Code	
Contact Name/Title	
Telephone/Fax	
Email/Website	

Company's gross receipts for the last three years:

Year Ending			
Gross Receipts			

List the three largest contracts performed by the company in the last three years:

Contract	Dollar Amount	Date Completed	Prime/Sub Contractor

List the number of employees:

Full-Time	Part-Time	DC Resident(s)	Non-DC Resident(s)

SINCE THE DATE OF YOUR LAST CERTIFICATION/RECERTIFICATION		Yes	No
1	Did the legal structure of the business enterprise change?		
2	Did your business enterprise move?		
3	Have the officers of the business enterprise changed?		
4	Have there been any changes in the business enterprise's stock shares?		
5	Have there been any changes in the ownership or control of the business enterprise?		
6	Have there been any changes in the products or services offered?		
7	Have there been any stock transfer agreements?		
8	Have there been any third party agreements?		
9	Have there been profit sharing agreements?		
10	Is your business enterprise in Good Standing with the Office of Tax and Revenue?		
11	Is your business enterprise in Good Standing with the Department of Consumer & Regulatory Affairs (DCRA)?		

If **YES** is checked for any of the above questions (except #10 and #11), please submit documentation and/or amendments regarding the change(s). All questions must be answered.

DOCUMENTATION REQUIRED	
1	Copy of current business, professional and/or trade license(s) (if applicable).
2	District and Federal tax returns, including all schedules for the past two years (signed).
3	Form UC-30 (Employer's Quarterly Contribution and Wage Report) most recent, if applicable.
4	Lease or deed for the business site.
5	Current financial statement (90 days).
6	If re-applying for DBE, you must submit a letter with the DBE form demonstrating that you are socially and economically disadvantaged along with your most recent personal tax returns(signed). Please review Disadvantaged Checklist for details.
7	Certificate of Good Standing(s) from the Office of Tax & Revenue <i>and</i> Department of Consumer and Regulatory Affairs.